



Investment Reporting Tool (IRT)

Training Manual/Users Guide

IRT Version 2.8, Revised July, 2019

TAMC Helpdesk 517-335-3741

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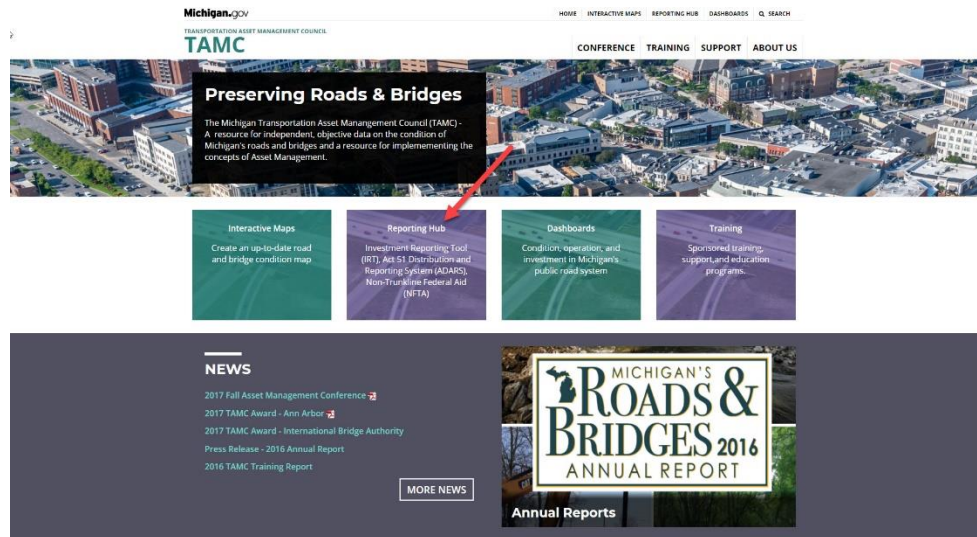
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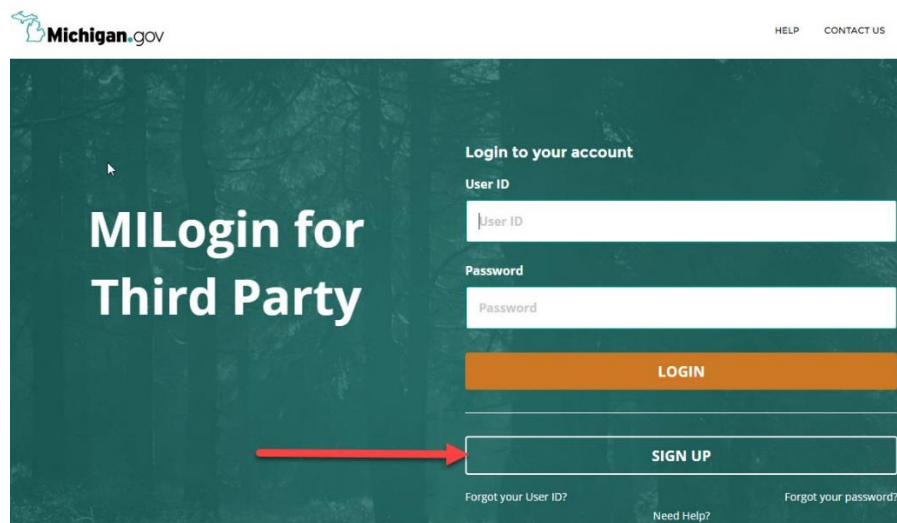
1. How to obtain a MiLogin and receive access to the IRT

Go to TAMC Landing page: www.michigan.gov/tamc

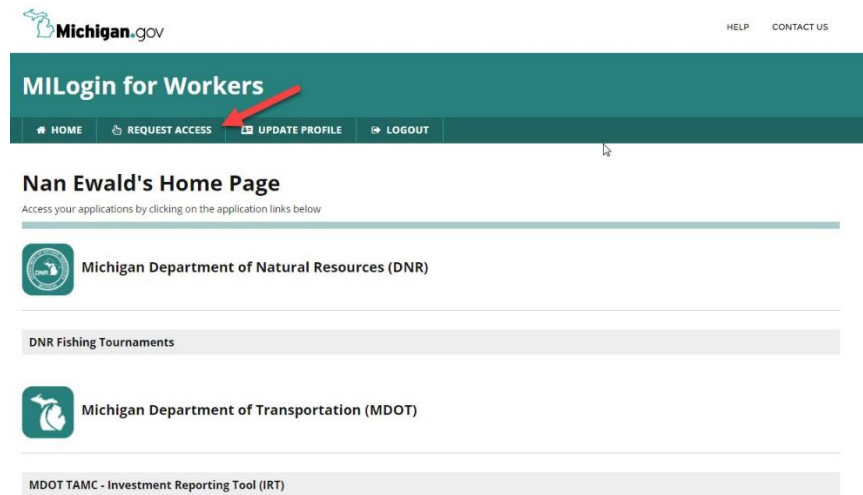
Click on the first purple box on the left side of the screen that says “Reporting Hub”



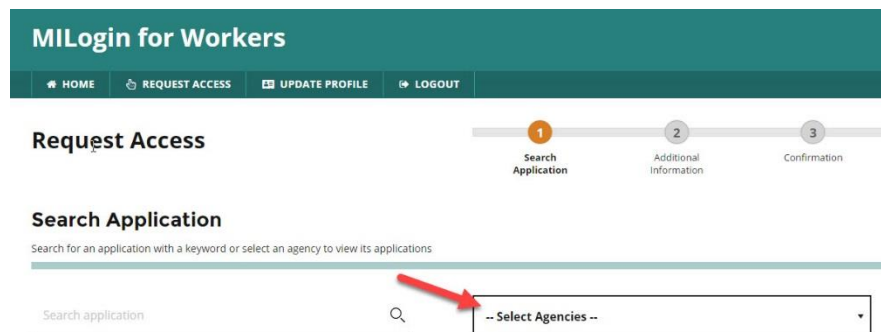
This will bring up a Login/sign up page. If you don't have a login, click the sign-up button and create a login and login.



Once you have logged in, you should be on the MILogin Home Page. To access the IRT you must click the REQUEST ACCESS button.



That will take you to a new page. On the right-hand side of the page, click in the Select Agencies box and that will give you a set of drop downs. Select Michigan Department of Transportation (MDOT).



That will bring up a list of applications on the left side of the screen. Scroll down until you see the MDOT Investment Reporting Tool (IRT) and click on it.

Request Access



Search Application

Search for an application with a keyword or select an agency to view its applications

Michigan Department of Transportation (MDOT) ▼



Michigan Department of Transportation (MDOT)

- 1391 Annual Employment Report
- 1391 Annual Employment Report-Admin
- AASHTOWare Project
- EFRS - Electronic Field Receipt System
- FICS - Fabrication Inspection and Construction System
- MDOT - Contract Award Status Tracking
- MDOT - LAPMS - Local Agency Project Management System
- MDOT - OAS

2. IRT Home Page

Go back to your MiLogin home page and log out and log back in again and you should see the Investment Reporting Tool (IRT) listed. Click on that and it will take you to the IRT home page shown below. **To return to the Home Page at any time, just click on the TAMC Investment Reporting Tool (IRT) logo under Michigan.gov.**

Michigan.gov

TAMC ABOUT TAMC Nan Ewald - Lansing ▼



Investment Reporting Tool (IRT)



Projects

+ Add ▼

Map

Reports



Reporting Status

Update

View All

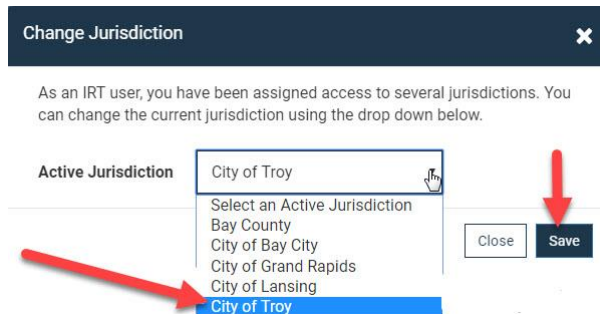
Fiscal Year	Road	Bridge	Asset Management
2017	Completed	Not Completed	Completed
2016	Completed	Completed	Completed
2015	Not Completed	Not Completed	Not Completed

3. Change Jurisdictions

If you have more than one jurisdiction, you can change jurisdictions on this page. Click on the upper right-hand corner by your name on the down arrow. A dropdown menu will appear. Click on Change Jurisdiction.



A new window will pop up with a dropdown, click on the dropdown arrow and select the jurisdiction from the list and click the save button.



4. Update Status

IRT Home Page is where you Update your Status for Road and Bridge: To be in Compliance your status must be Completed. ***Please note that your Asset Management Status will Update automatically when you complete the Asset Management question Section.**

Michigan.gov

TAMC ABOUT TAMC Nan Ewald - City of Grand Rapids

Investment Reporting Tool (IRT)

Projects + Add Map Reports

Welcome

Grand Rapids

Total Road Miles: 593.7
Total Bridges: 46
ADARS Fiscal Year: July 1, 2017 - June 30, 2018

Please submit new Asset Management Information.
[Submit Asset Management Information](#)

Currently showing Overview data as Fiscal Years
[Change to display as Calendar Years](#)

367 Entered Projects Fiscal Years 2015 - 2017

633 Planned Projects Fiscal Years 2018 - 2020

Reporting Status

Fiscal Year	Road	Bridge	Asset Management
2017	Not Completed	Not Completed	Not Completed
2016	Not Completed	Not Completed	Not Completed
2015	Completed	Completed	Not Completed

Road Project Summary

[View All](#)

[Update](#)

To Complete your 2016(or another year) Status click on the [Update](#) button as shown above. The page will change to the Update Status page shown below.

Michigan.gov TAMC ABOUT TAMC Nan Ewald - City of Grand Rapids

Investment Reporting Tool (IRT) Projects + Add Map Reports

Welcome
Grand Rapids
 Total Road Miles: 593.7
 Total Bridges: 46
 ADARS Fiscal Year: July 1, 2017 - June 30, 2018

Please submit new Asset Management Information.
 Submit Asset Management Information

Currently showing Overview data as Fiscal Years
 Change to display as Calendar Years

367 Entered Projects Fiscal Years 2015 - 2017
 633 Planned Projects Fiscal Years 2018 - 2020

Reporting Status Cancel Save View All

Fiscal Year	Road	Bridge	Asset Management
2017	<input type="checkbox"/> Completed	<input type="checkbox"/> Completed	<input type="checkbox"/> Completed
2016	<input type="checkbox"/> Completed	<input type="checkbox"/> Completed	<input type="checkbox"/> Completed
2015	<input checked="" type="checkbox"/> Completed	<input checked="" type="checkbox"/> Completed	<input type="checkbox"/> Completed

Cancel Save

Click inside the box and a check mark will appear next to the word Completed. Then Click the Save Button and the screen will change with a Saving Reporting Status message and a Successfully saved the report status update message at the top of the page with and ok button. Click on the OK Button.

Secure | https://miloginworkerqa.michigan.gov/tamcIRT/default.aspx#/
 View site information

Investment Reporting Tool (IRT) TAMC ABOUT TAMC Nan Ewald - City of Grand Rapids

Projects + Add Map Reports

Welcome
Grand Rapids
 Total Road Miles: 593.7
 Total Bridges: 46
 ADARS Fiscal Year: July 1, 2017 - June 30, 2018

Please submit new Asset Management Information.
 Submit Asset Management Information

Currently showing Overview data as Fiscal Years
 Change to display as Calendar Years

367 Entered Projects Fiscal Years 2015 - 2017
 633 Planned Projects Fiscal Years 2018 - 2020

miloginworkerqa.michigan.gov says:
 Successfully saved the report status update.
 OK

Reporting Status Cancel Save View All

Fiscal Year Road Bridge Asset Management

2017 ☐ Completed ☐ Completed ☐ Completed

2016 ☒ Completed ☐ Completed ☐ Completed

2015 ☒ Completed ☒ Completed ☐ Completed

Cancel Save

The Status page will update with your 2019 (or another year) status now being shown as Completed.

Michigan.gov

TAMC ABOUT TAMC Nan Ewald - City of Grand Rapids

Investment Reporting Tool (IRT) Projects + Add Map Reports

Welcome

Grand Rapids

Total Road Miles: 593.7
Total Bridges: 46

Road Projects with ADARS Information: 688 (of 1191)
ADARS Fiscal Year: July 1, 2019 - June 30, 2020

Last Asset Management Plan Submitted: Jan 14, 2019
Next IRT Submittal Due Date: Oct 28, 2019

1213
Entered Projects
Fiscal Years
2017 - 2019

319
Planned Projects
Fiscal Years
2020 - 2022

Currently showing Overview data as **Fiscal Years**
[Change to display as Calendar Years](#)

Reporting Status

Update

View All

Fiscal Year	Road	Bridge	Asset Management
2019	Not Completed	Not Completed	Not Completed
2018	Completed	Completed	Completed
2017	Completed	Completed	Completed

In addition, on the home page there is a Road Project Summary and a Bridge Project Summary (Only if your jurisdiction has bridges) by year.

Road Project Summary

View All

Fiscal Year	Heavy CPM	Light CPM	Reconstruction	Rehabilitation	Total
2024	0.00 mi (0)	0.00 mi (0)	0.23 mi (1)	0.00 mi (0)	0.23 mi (1)
2023	0.00 mi (0)	0.00 mi (0)	0.86 mi (2)	0.00 mi (0)	0.86 mi (2)
2022	0.00 mi (0)	0.00 mi (0)	0.50 mi (1)	2.23 mi (3)	2.73 mi (4)
2021	20.80 mi (85)	7.12 mi (42)	4.51 mi (10)	12.62 mi (33)	45.05 mi (170)
2020	8.94 mi (65)	1.96 mi (12)	4.34 mi (17)	18.57 mi (40)	33.80 mi (134)

Bridge Project Summary

View All

Fiscal Year	CPM	Rehabilitation	Replacement	Scheduled Maintenance	Structural Improvement	Total
2026	0	0	0	1	0	1
2025	0	0	1	0	0	1
2024	0	0	0	1	0	1
2023	1	0	0	1	0	2
2022	0	0	0	2	0	2

5. View Your Projects

To View your Projects: To view your projects click on the **Projects** Button on the IRT Home Page.

Michigan.gov TAMC ABOUT TAMC Nan Ewald - Kalamazoo County

Investment Reporting Tool (IRT)

Projects + Add Map Reports

Welcome **Kalamazoo**

Total Road Miles: 1,260.414
Total Bridges: 61
ADARS Fiscal Year: January 1, 2017 - December 31, 2017
Last Asset Management Plan Submitted: Jun 19, 2017
Next IRT Submittal Due Date: Apr 30, 2018

653 Entered Projects Calendar Years 2015 - 2017
10 Planned Projects Calendar Years 2018 - 2020

Currently showing Overview data as **Calendar Years**
Change to display as Fiscal Years

Reporting Status

Update View All

Fiscal Year	Road	Bridge	Asset Management
2017	Not Completed	Not Completed	Not Completed
2016	Not Completed	Not Completed	Not Completed
2015	Completed	Completed	Not Completed

The page will change to the Projects page. The boxes at the top of the page allow you to filter your projects by Type, Calendar Year, Classification and Improvement Type, and to Search by ID or Name.

Michigan.gov TAMC ABOUT TAMC Nan Ewald - Kalamazoo County

Investment Reporting Tool (IRT)

Projects + Add Map Reports

Search by ID or Name Type Calendar Year Classification Improvement Type Map View

Page 1 of 157 Projects per page: 10 Clear Form Export + Add Project

PROJECTS (SORTED BY OPEN TO TRAFFIC (DESC))
Showing projects 1 - 10 of 1565

Use this page to Add, Update, or Delete projects. The list of projects can be refined using the filters above. An export of these projects can be acquired by pressing the "Export" button.

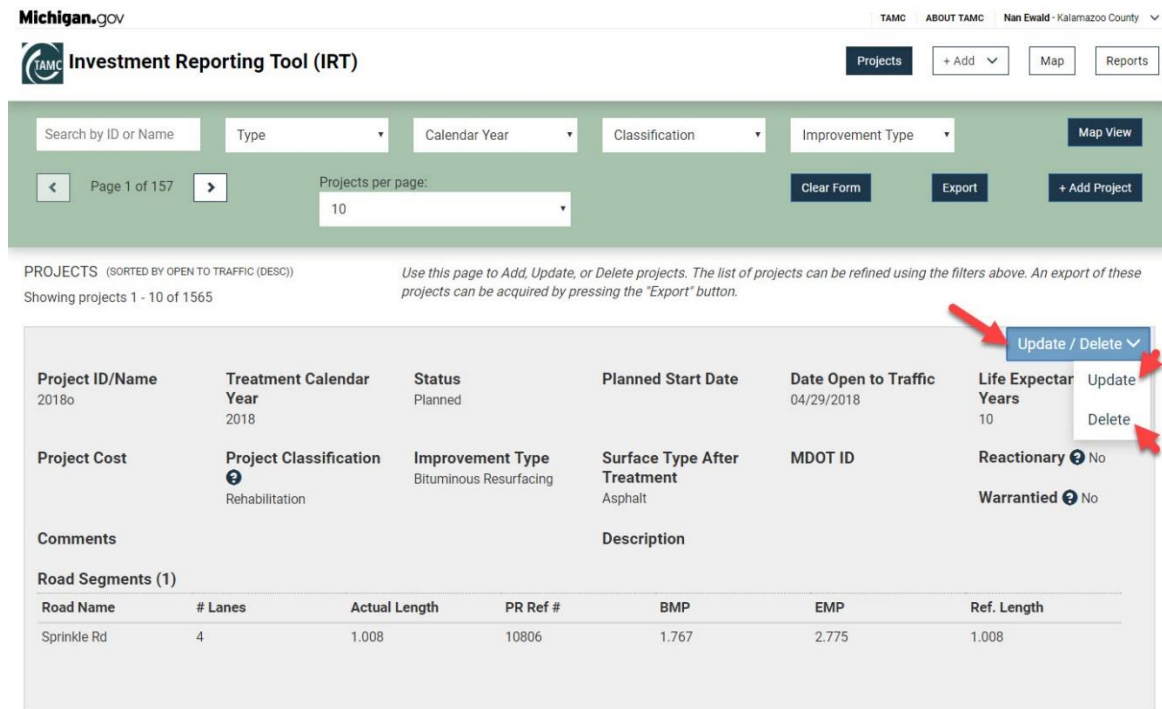
Update / Delete

Project ID/Name	Treatment Calendar Year	Status	Planned Start Date	Date Open to Traffic	Life Expectancy in Years	
2018o	2018	Planned		04/29/2018	10	
Project Cost	Project Classification	Improvement Type	Surface Type After Treatment	MDOT ID	Reactionary	
	Rehabilitation	Bituminous Resurfacing	Asphalt		No	
Comments	Description					
Road Segments (1)						
Road Name	# Lanes	Actual Length	PR Ref #	BMP	EMP	Ref. Length
Sprinkle Rd	4	1.008	10806	1.767	2.775	1.008

You can also edit or delete any of these projects by clicking the

Update / Delete 

button



Michigan.gov TAMC ABOUT TAMC Nan Ewald - Kalamazoo County

Investment Reporting Tool (IRT) Projects + Add Map Reports

Search by ID or Name Type Calendar Year Classification Improvement Type Map View

Page 1 of 157 Projects per page: 10 Clear Form Export + Add Project

PROJECTS (SORTED BY OPEN TO TRAFFIC (DESC)) Showing projects 1 - 10 of 1565

Use this page to Add, Update, or Delete projects. The list of projects can be refined using the filters above. An export of these projects can be acquired by pressing the "Export" button.

Project ID/Name	Treatment Calendar Year	Status	Planned Start Date	Date Open to Traffic	Life Expectancy in Years
2018o	2018	Planned		04/29/2018	10

Project Cost **Project Classification** **Improvement Type** **Surface Type After Treatment** **MDOT ID** **Reactionary** **Warranted**

Rehabilitation Bituminous Resurfacing Asphalt No No

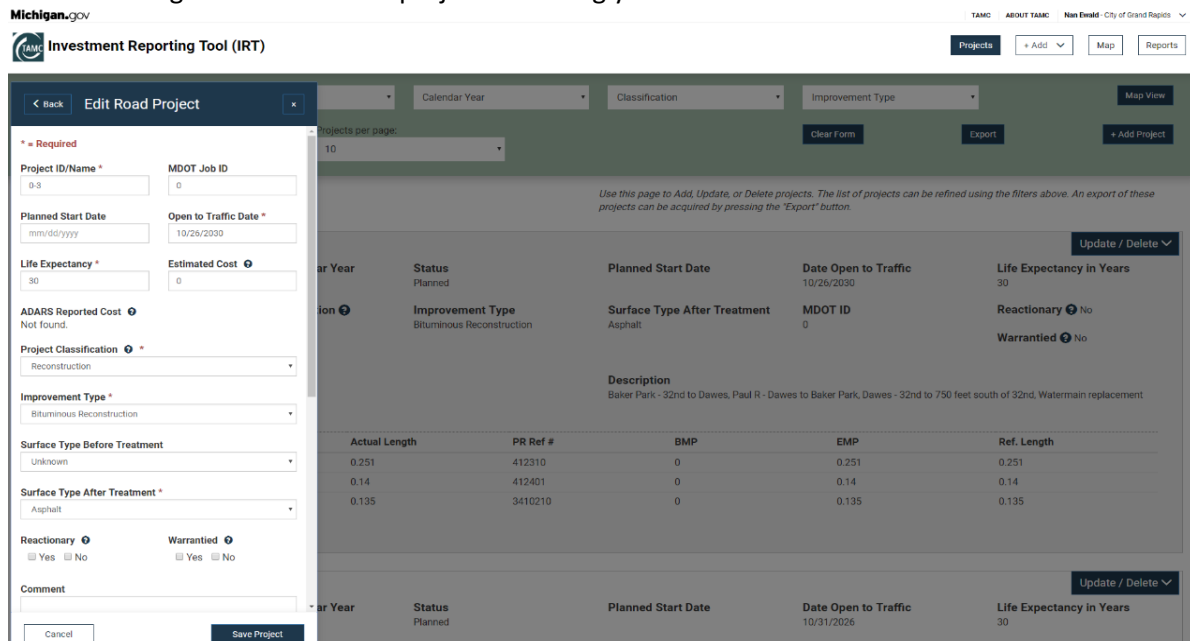
Comments **Description**

Road Segments (1)

Road Name	# Lanes	Actual Length	PR Ref #	BMP	EMP	Ref. Length
Sprinkle Rd	4	1.008	10806	1.767	2.775	1.008

REMINDER: By clicking on the Delete Button you will remove a project completely from the statewide database.

When you click on the Update option the screen the Edit Road Project Screen appears allowing you to make changes and resave the project accordingly.



Michigan.gov TAMC ABOUT TAMC Nan Ewald - City of Grand Rapids

Investment Reporting Tool (IRT) Projects + Add Map Reports

Calendar Year Classification Improvement Type Map View

Projects per page: 10 Clear Form Export + Add Project

Use this page to Add, Update, or Delete projects. The list of projects can be refined using the filters above. An export of these projects can be acquired by pressing the "Export" button.

Edit Road Project

* = Required

Project ID/Name * MDOT Job ID

Planned Start Date Open to Traffic Date *

Life Expectancy * Estimated Cost

ADARS Reported Cost Not found.

Project Classification * Improvement Type *

Surface Type Before Treatment Surface Type After Treatment *

Reactionary Warranted

Comment

Cancel Save Project

Year	Status	Planned Start Date	Date Open to Traffic	Life Expectancy in Years
	Planned		10/26/2030	30

Improvement Type **Surface Type After Treatment** **MDOT ID** **Reactionary** **Warranted**

Bituminous Reconstruction Asphalt 0 No No

Description

Baker Park - 32nd to Dawes, Paul R - Dawes to Baker Park, Dawes - 32nd to 750 feet south of 32nd, Watermain replacement

Actual Length	PR Ref #	BMP	EMP	Ref. Length
0.251	412310	0	0.251	0.251
0.14	412401	0	0.14	0.14
0.135	3410210	0	0.135	0.135

6. Asset Management Questions

To start the Compliance process, you must answer the Asset Management Questions: You can get to this on the home page. You can click the **+ Add** button and you can select **Asset Management Information** from the dropdown list.

Michigan.gov TAMC ABOUT TAMC Nan Ewald - City of Grand Rapids

Investment Reporting Tool (IRT)

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[Change to display as Calendar Years](#)

Reporting Status [Update](#) [View All](#)

Fiscal Year	Road	Bridge	Asset Management
2017	Not Completed	Not Completed	Not Completed
2016	Completed	Completed	Not Completed
	Completed	Completed	Not Completed

<https://miloginworkerga.michigan.gov/tamcIRT/default.aspx#/am>

This will take you to the Asset Management Information page. Click on the button mid screen, Submit New Asset Management Information.

Michigan.gov

TAMC ABOUT TAMC Nan Ewald - Troy

Investment Reporting Tool (IRT)

Projects + Add Map Reports

Asset Management Information

REPORTING - PROVIDE BACKGROUND INFORMATION AND ASSET MANAGEMENT PLANS

The questions listed in the New Asset Management Information section are part of the overall reporting requirement of Public Act 499 of 2002 (as amended). It is expected that jurisdictions will answer the questions to the best of their knowledge as to how their agency manages their road and bridge assets. Agencies are encouraged to upload related asset management plans and/or related documentation as this will assist the TAMC and legislators in better understanding the needs and overall processes used by Michigan's road owning agencies.

NOTE: When you open the Submit New Asset Management Information, answering Yes or No to question #1 is mandatory in order to successfully complete the reporting requirements for Public Act 51 reporting. If question #1 is not answered, funding could be potentially withheld. (Please remember to also update the Overview page to indicate "Complete" after entering Road and Bridge projects, as this is also mandatory for reporting.)

NEW ASSET MANAGEMENT INFORMATION

To submit New Asset Management Information, start here:

[Submit New Asset Management Information](#)

PREVIOUS SUBMISSIONS

These are the previous submissions for the currently assigned jurisdictions.

Reporting Year	Files	View	Edit
2017	3		

RESOURCES AVAILABLE

Workshops and Training

There are workshops and training related to Asset Management available thru CTT at:
<https://www.ctt.mtu.edu/asset-management-resources>

Additional Reference Material

Clicking the button will extend the window. It is required that you answer question 1 in red to be in compliance. You can then answer the other questions. There is an **+ Add File** button that you can click if you have a digital Asset Management Plan to upload. Then you can hit the **Complete** button at the bottom of the page. If you answer no, then you can go directly to the **Complete** button at the bottom of the form and click.

Once you have clicked on the **Complete** button your status for Asset Management will automatically be updated to completed on the Status Page.



Asset Management Information

REPORTING - PROVIDE BACKGROUND INFORMATION AND ASSET MANAGEMENT PLANS

The questions listed in the New Asset Management Information section are part of the overall reporting requirement of Public Act 499 of 2002 (as amended). It is expected that jurisdictions will answer the questions to the best of their knowledge as to how their agency manages their road and bridge assets. Agencies are encouraged to upload related asset management plans and/or related documentation as this will assist the TAMC and legislators in better understanding the needs and overall processes used by Michigan's road owning agencies.

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NEW ASSET MANAGEMENT INFORMATION

To submit New Asset Management Information, start here:

Submit New Asset Management Information

ASSET MANAGEMENT INFORMATION

Background Information

* = Required

Jurisdiction: Troy Reporting Year: 2017

To help TAMC better understand the approach and tools used by your agency, please answer the following questions:

- Does your agency have a written Asset Management Plan? ☐ Yes ☐ No
- Does your agency use an asset management process? ☐ Yes ☐ No
- Does your agency have separate plans or condition goals for the Primary Road/Major Street versus the Local Road / Street networks? ☐ Yes ☐ No
- Does your agency use pavement management software or tools to identify and prioritize future road projects? ☐ Yes ☐ No
- Does your agency use a variety of preventive maintenance and rehabilitation treatments for roads? ☐ Yes ☐ No
- Does your agency plan road projects 3 or more years in advance? ☐ Yes ☐ No

Asset Management Plans

If your agency has a written asset management plan, please share this with TAMC by uploading it here. If you would like to develop a plan, the additional resources above can answer questions and assist in creating one for your agency. (Note: You may upload multiple files as you could have a separate plan for roads and then one for bridges etc.)

Confirmation

I have provided the Asset management information for my agency to the best of my knowledge

+ Add File

Complete Cancel

PREVIOUS SUBMISSIONS

These are the previous submissions for the currently assigned jurisdictions.

Reporting Year: 2017 Files: 3 View Edit

RESOURCES AVAILABLE

Workshops and Training

There are workshops and training related to Asset Management available thru CTT at:
<https://www.ctt.mtu.edu/asset-management-resources>

Additional Reference Material

Other Asset Management reference materials are located on the TAMC website at:
<http://tamc.mci.state.mi.us/tamc/#/support/assetManagement>

Contact Information

If there are questions about the Asset Management templates or other items on this page, please contact the TAMC Coordinator:

Name: Roger Belknap Lansing, MI

Phone: 517-373-2249

Email: belknapr@michigan.gov

Also on this page, there is a Previous Submissions Section where you can click to **View** any previous submissions. You can also edit them by clicking on the **Edit** button.

PREVIOUS SUBMISSIONS

These are the previous submissions for the currently assigned jurisdictions.

Reporting Year: 2017

Files: 3

View

Edit

7. Adding a Road Project

Adding a Road Project: If you have treatments to enter, there are 2 ways to enter Treatments either under the **+ Add** drop down button or the **Map** button. We will do the Data Method and then the Map. Go back up to the **+ Add** drop down button and click on it. The drop-down list will appear. Click on Road Project.



The page will change with a map of your current Jurisdiction.

When you click the Add button the form changes. There are 6 boxes that you are required to answer, and they are followed by a *. The other boxes you can fill in, but they are not requirements and are for your information. If there is a ? next to a box, if you click on it an explanation of what the box is asking is provided.

* Project ID/Name - Fill in the box with a Project ID/Name. This name must be unique for each project.

* Open to Traffic Date – When you click inside this box a calendar picker will pop up and you can select your date open to traffic.

Open to Traffic Date *

mm/dd/yyyy

July 2017

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

* Life Expectancy – Key in how long you expect the treatment to last, or use the up/down arrows at the end of the box.

Life Expectancy *

10

* Project Classification – Click inside the box and a dropdown will appear with the options, Heavy CPM, Light CPM, Reconstruction and Rehabilitation. Click on your selection.

Project Classification ? *

Light CPM

Select a Project Classification

Heavy CPM

Light CPM

Reconstruction

Rehabilitation

* Improvement Type – Depending on what Project Classification Type you have selected the dropdown for the Improvement Types Changes. Select the Improvement Type from the dropdown menu, or there is the option to add a new improvement type.

Improvement Type *

Select an Improvement Type

Select an Improvement Type

Add NEW Improvement Type

Bituminous Crack Treatment

Cape seal or slurry seal or fog seal

Cncr Jnts Reseal

Concrete joint repair and surface spall repair

Concrete Crack Sealing

Concrete joint resealing and cracksealing

Crack Seal

Filling shallow pavement cracks

Fog Seal

MHMA overlay of 0.7 inches average thickness

Overband Crack Fill

Pavement crack seal

You can add a new improvement type or select one from the drop down menu

If you select add a NEW Improvement Type, the box will expand. You will need to click on the **EDIT TYPE** button.

Improvement Type *

Add NEW Improvement Type

Click the 'Edit Type' button...

EDIT TYPE

Please supply the new improvement type using the 'Edit Type' button.

Once you have clicked on the **EDIT TYPE** button a new form comes up on the screen that allows you to add the New Improvement Type:

Add New Improvement Type Form

New Improvement Details

Please ensure that the Improvement Type you wish to add does not exist as an available option in either the current Improvement Type list OR under a different Project Classification.

Current Project Information

Project Type

Road

Classification

Light CPM

Improvement Type

Close

* Surface Type After Treatment – Click on a Surface Type listed in the dropdown menu.

Surface Type After Treatment *

Asphalt ▼

Select the Surface Type after Treatment

Asphalt

Brick

Composite

Concrete

Earth

Gravel

Seal Coat

Unknown



Other fields can be filled in but are not required:

MDOT Job ID

Planned Start Date

Estimated Cost

Surface Type Before Treatment

ADARS Reported Cost will be filled in after the ADARS cost reporting has been filled out.

There are 2 Boxes the Council would like you to fill out:

Reactionary ?

☐ Yes ☐ No

If you click the question mark next to the word Reactionary, a window will pop up giving an explanation of what the Council wants to know.

 **Warrantied** ?

☐ Yes ☐ No

If you click the question mark next to the word Warrantied, a window will pop up giving an explanation of what the Council wants to know.

If you click Yes, the form will expand and ask for more information about the Warranty. Please click the boxes and fill in the warranty information.

Reactionary ?

☐ Yes ☐ No

Warrantied ?

☒ Yes ☐ No

Warranty Information

Is Warranty Mandatory? ? *

☐ Mandatory ☐ Voluntary

Cost of Warrantied Portion of Project ?

Entity Responsible for Failure Repair ? *

Currently Meeting Expected Lifespan ? *

☐ Yes ☐ No


* Please note that the warranty program can have exceptions, so not every project over \$2,000,000.00 will have a warranty if there has been an exception.


There are Comment and Description Boxes to add any project details:

 **Comment**

Description

Adding Segments from Data. Click on the Add Segments Button.

 **Segments ***



Road Segment	Length (mi)	PR	BMP	EMP	Actions
No segments added					

Clear

Save Project

The form will refresh, and Click on the New Segment Button. Once the button has been clicked, it will add the new fields shown below.

Add Segment

*** Required**

Road Name *

Number of Lanes Treated *

Cross Street #1 *

Cross Street #2 *

Treatment Reference Length

Actual Segment Length

Road Segment	Length (mi)	PR	BMP	EMP	Actions
--------------	-------------	----	-----	-----	---------

No segments added

To Add Segment, select the road you are doing treatments on from the dropdown list. When your Jurisdiction is selected it will give you a dropdown list to choose the road from.

Select the Road

Select the first Cross Street.

Select the second Cross Street.

Select a Road

Select Cross Street #1Select Cross Street #2

Add Segment

* Required

Road Name *

Atkins Rd (PR# 625802)

Number of Lanes Treated *

2

Cross Street #1 *

E Square Lake Rd (MP: 0)

Cross Street #2 *

John R Rd (MP: 0.757)

Treatment Reference Length

0.757

Actual Segment Length

0.757

Clear

Save

Road Segment	Length (mi)	PR	BMP	EMP	Actions
No segments added					

Once all the correct information is filled in, you can hit the save button and the road treatment you have just entered will appear in a list below the save button.

< Back

Segments (2)

+ New Segment

Add Segment

* Required

Road Name *

Atkins Rd (PR# 625802)

Number of Lanes Treated *

2

Cross Street #1 *

E Square Lake Rd (MP: 0)

Cross Street #2 *

John R Rd (MP: 0.757)

Treatment Reference Length

0.757

Actual Segment Length

0.757

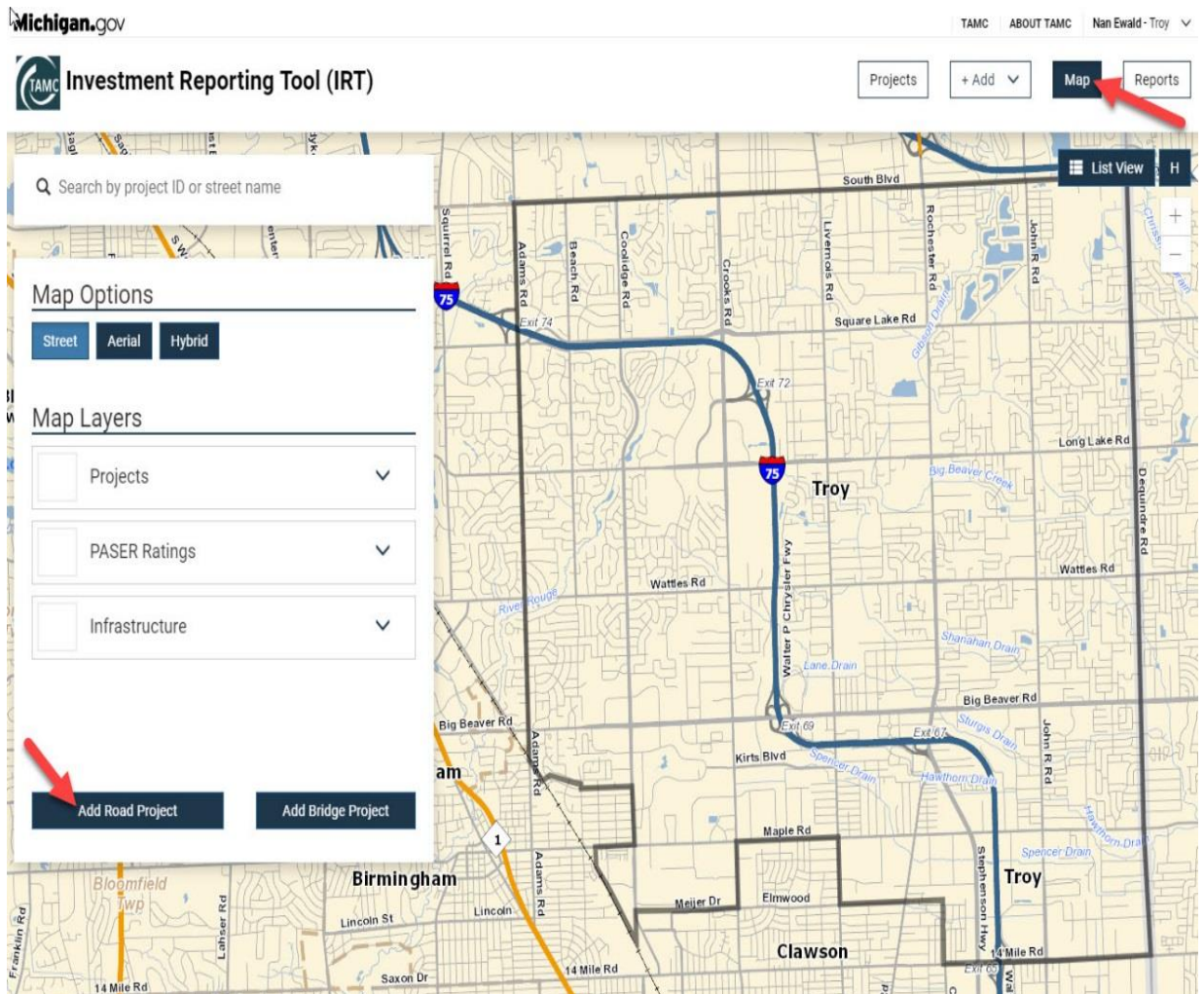
Clear

Save

Road Segment	Length (mi)	PR	BMP	EMP	Actions
Atkins Rd	0.757	625802	0	0.757	⌵
Arcola Ave	0.370	4710314	0.127	0.497	⌵

Done

To Add Segments using the Map Method use the following steps:
Click on the Map Button, then click on the Add Road Project button.



The Map View will update to give you the Add Road Project screen and a series of new buttons across the top of the Map.

Back

Add Road Project

x

* = Required

Project ID/Name *

Project Name

MDOT Job ID

MDOT Job ID

Planned Start Date

mm/dd/yyyy

Open to Traffic Date *

mm/dd/yyyy

Life Expectancy *

Years

Estimated Cost

Estimated Project Cost

ADARS Reported Cost

Not found.

Project Classification *

Select a Project Classification

Improvement Type *

Select an Improvement Type

Surface Type Before Treatment

Select the Surface Type before Treatment

Surface Type After Treatment *

Select the Surface Type after Treatment

Reactionary

Yes No

Warranted

Yes No

Comment

Clear

Save Project

+ Add Segment

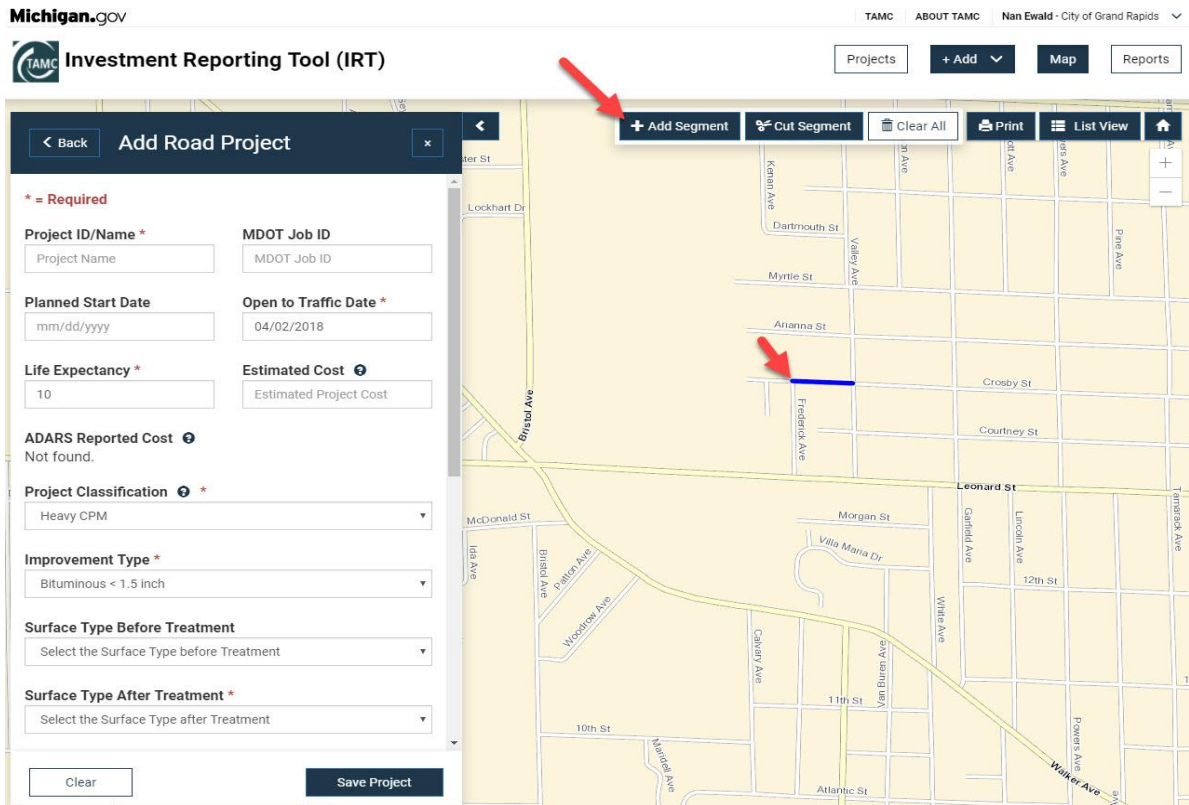
Cut Segment

Clear All

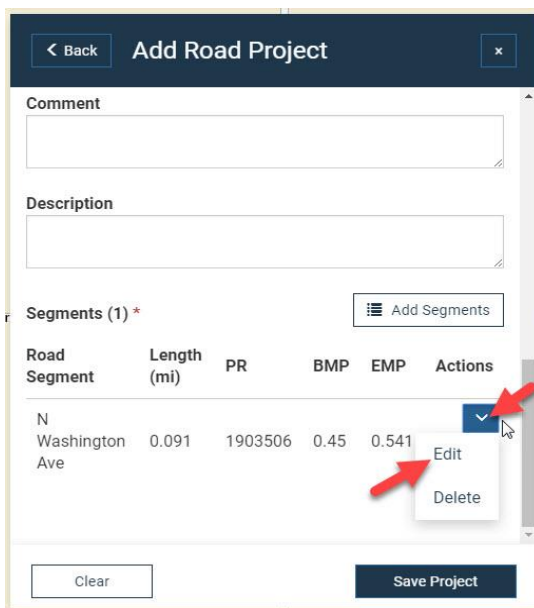
Print

List View

The Add Road Project screen is the same as the one listed previously with the same 6 required questions. Fill in the *** required** fields as shown in the data steps above. When you have answered the 6 required questions and verified that you are in the correct jurisdiction by checking in the upper right hand corner of the page (next to your name), Zoom into the area where the road treatments are by using the plus (to zoom in) or minus (zoom out) in the upper right corner of the map. Then Click on the **+ Add Segment** button. The button will highlight and then click on the road on the map that has received the specified treatment. The road will turn Blue.



When adding segments on the map the number of lanes treated always defaults to 2 lanes. If you need to change that number after you add the road segment, the road will appear in a list at the bottom of the Add Road Project Screen. Click on the down arrow next to the Road name and 2 buttons will appear. Edit and Delete. Edit allows you to edit the Road information and Delete, deletes the Road and associated information. Please click on the word Edit to edit your lanes.




When you click on Edit the Add Road Project window will change to the Segments window. Here you can edit the Lanes treated, Road Name, Cross Streets and Segment Lengths.



The screenshot displays the 'Add Road Project' interface. On the left, there is a form with fields for 'Comment' and 'Description'. Below these is a table titled 'Segments (4) *' with columns: Road Segment, Length (mi), PR, BMP, EMP, and Actions. The table lists four segments: Crestfield Dr, Hanover Dr, Hart, and Randall Dr. A red arrow points to the 'Add Segments' button. On the right, a map shows a street network with several segments highlighted in blue. The map includes labels for streets such as Ivy Ln, Thistle, Plaid Dr, Gordon, MacLynn Dr, Duncan, Bracken Dr, Hart, Webb, Paragon, Carter, Lange, Virginia, Miracle Dr, Wattle Rd, Crestfield Dr, Evaline Dr, Randall Dr, Webb, Pine Vw, Streamview, Eckford, Colling, and Sturge Drain. The map also shows a river and a lake.

Road Segment	Length (mi)	PR	BMP	EMP	Actions
Crestfield Dr	0.171	4411083	0	0.171	▼
Hanover Dr	0.077	4411386	0	0.077	▼
Hart	0.234	694419	0	0.234	▼
Randall Dr	0.240	695106	0	0.24	▼

If you have added a segment in error on the map the segment can be removed by clicking on the

 **Cut Segment** button. The button will highlight. Click on the segment that was added in error. The Blue highlight on the road that indicated the road was selected disappears and the road becomes unhighlighted and the road segment will be removed from the list, and the distance of the unhighlighted road segment will be subtracted.



Investment Reporting Tool (IRT)

Projects

+ Add

Map

Reports

Add Road Project

Comment

Description

Segments (4) * Add Segments

Road Segment	Length (mi)	PR	BMP	EMP	Actions
Crestfield Dr	0.171	4411083	0	0.171	▼
Hanover Dr	0.049	4411386	0	0.049	▼
Hart	0.234	694419	0	0.234	▼
Randall Dr	0.240	695106	0	0.24	▼

Clear Save Project

Map controls: + Add Segment Cut Segment Clear All List View H

If you have entered the treatment in error and need to clear the form and Map you can click on



the **Clear All** button. This will bring up a message asking if it is ok to clear all Segments. Click ok to clear the map of the highlighted roads and to clear the segments from the list, or you can hit the Clear Button under the Segment List to clear the form and map without the ok message.

← Back

Add Road Project

×

Surface Type Before Treatment

Select the Surface Type before Treatment

Surface Type After Treatment *

Select the Surface Type after Treatment

Reactionary ?

☐ Yes ☒ No

Warrantied ?

☐ Yes ☒ No

Comment

Description


Segments *

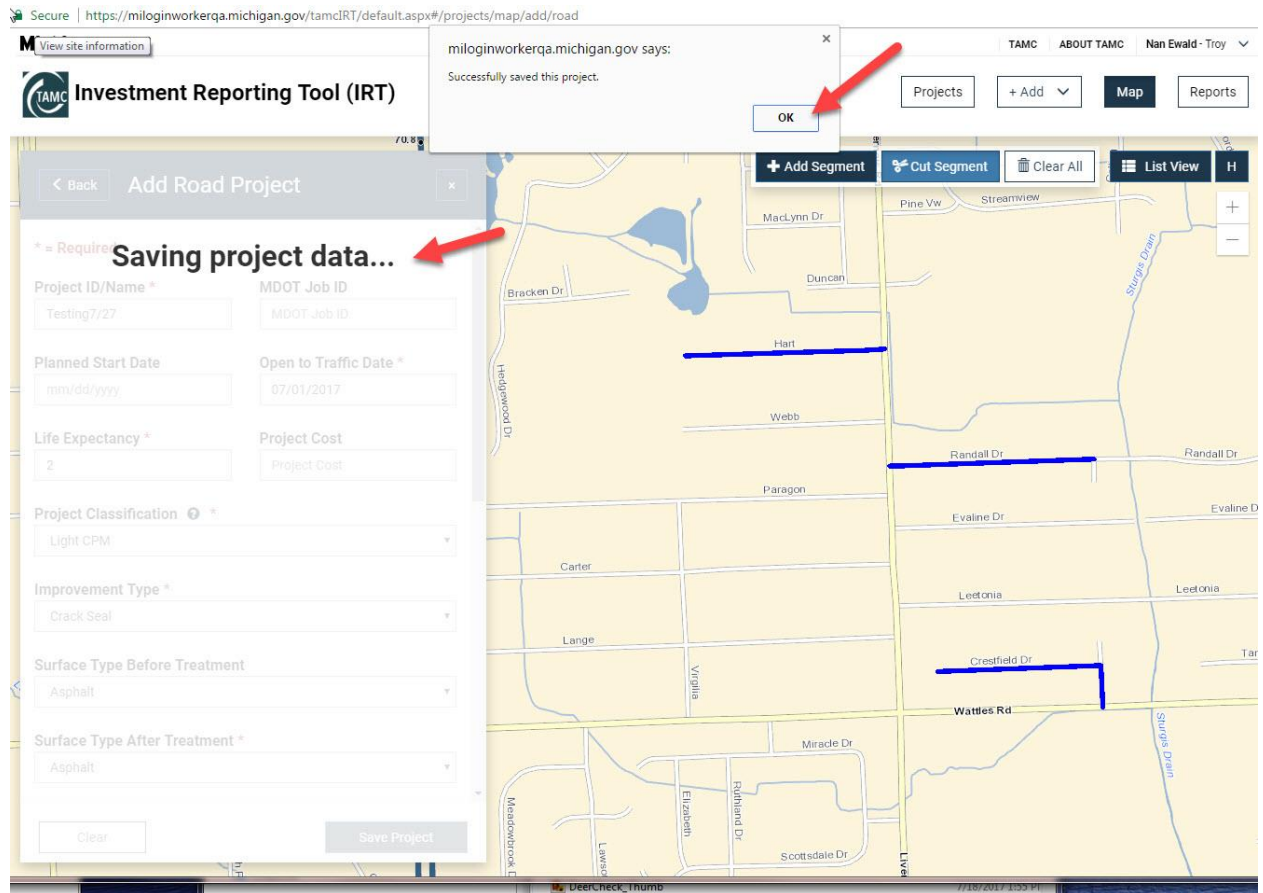
Add Segments

Road Segment	Length (mi)	PR	BMP	EMP	Actions
No segments added					

Clear

Save Project

When you are done adding your road treatments click on the  button. The view will change with the following message Saving project data and give you a success message. Click the OK button on the Success Message.



Once you have saved the project successfully you can enter other treatments and repeat the process above.

8. Adding a Bridge Project

Adding a Bridge Project: Adding a bridge project can be done with the data method or the map method, very similar process as adding a road. We will start with the data method. On the IRT home page click on the **+ Add** button and select Bridge Project from the dropdown menu

Project ID/Name *

Northfield Parkway Bridge

* Open to Traffic Date – When you click inside this box a calendar picker will pop up and you can select your date open to traffic.

Open to Traffic Date *

mm/dd/yyyy



A calendar picker for July 2017. The days of the week are listed at the top: Su, Mo, Tu, We, Th, Fr, Sa. The dates are arranged in a grid. The 20th is highlighted in yellow. A red arrow points to the 20th.

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

* Life Expectancy – Key in how long you expect the treatment to last, or use the up/down arrows at the end of the box.

Life Expectancy *

10

* Project Cost – Key in the costs of the Bridge Project (Do not use commas).

Project Cost *

250000

* Costs for bridges are only reported in the IRT. Costs for Bridge projects are not required in ADARS.

* Project Classification – Click inside the box and a dropdown will appear with the options, Capital Preventative Maintenance, Rehabilitation, Replacement, Scheduled Maintenance and Structural Improvement. Click on your selection.

Project Classification ⓘ *

Select a Project Classification ▼

Select a Project Classification

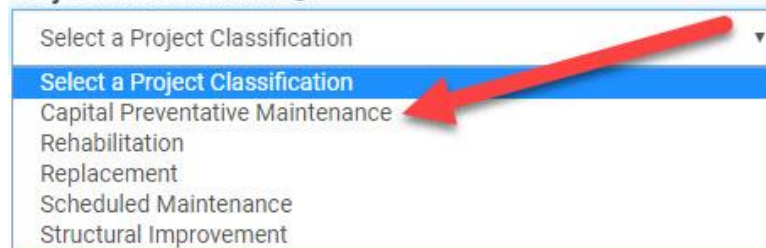
Capital Preventative Maintenance

Rehabilitation

Replacement

Scheduled Maintenance

Structural Improvement



* Improvement Type – Depending on what Project Classification Type you have selected the dropdown for the Improvement Types Changes. Select the Improvement Type from the dropdown menu.

Improvement Type *

Select an Improvement Type ▼

Select an Improvement Type

Deck Patch

Epoxy Overlay

HMA Cap (no membrane)

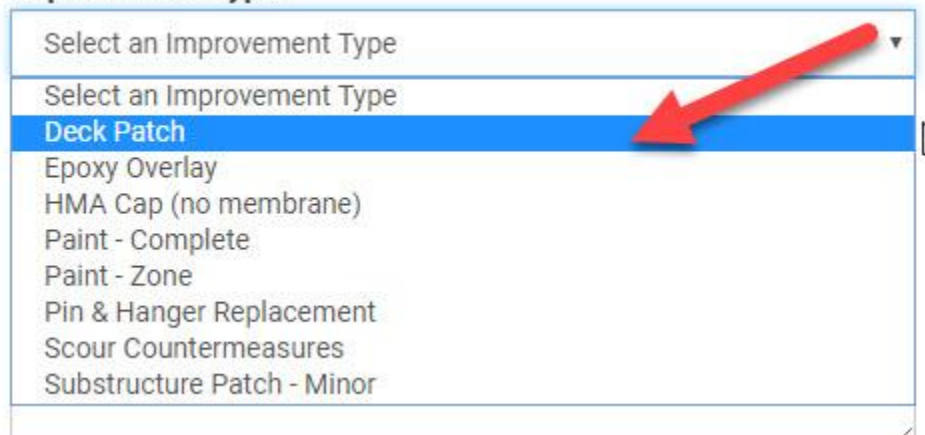
Paint - Complete

Paint - Zone

Pin & Hanger Replacement

Scour Countermeasures

Substructure Patch - Minor



There are 2 Boxes to check:

Reactionary ⓘ

☐ Yes ☐ No

If you click the question mark next to the word Reactionary a window will pop up giving an explanation of what the Council wants to know.

 **Warrantied** ⓘ

☐ Yes ☐ No

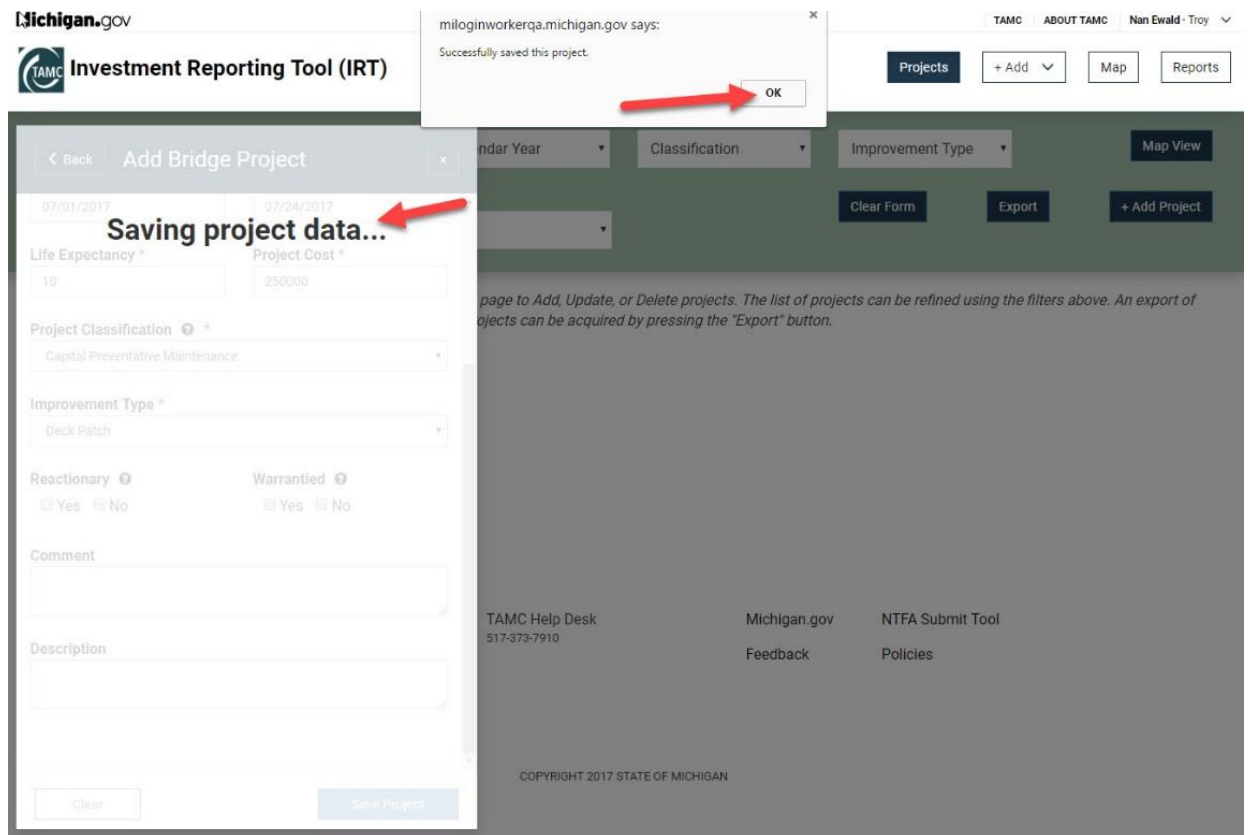
If you click the question mark next to the word Warrantied a window will pop up giving an explanation of what the Council wants to know.

There are Comment and Description Boxes to add any project details:

 **Comment**

Description

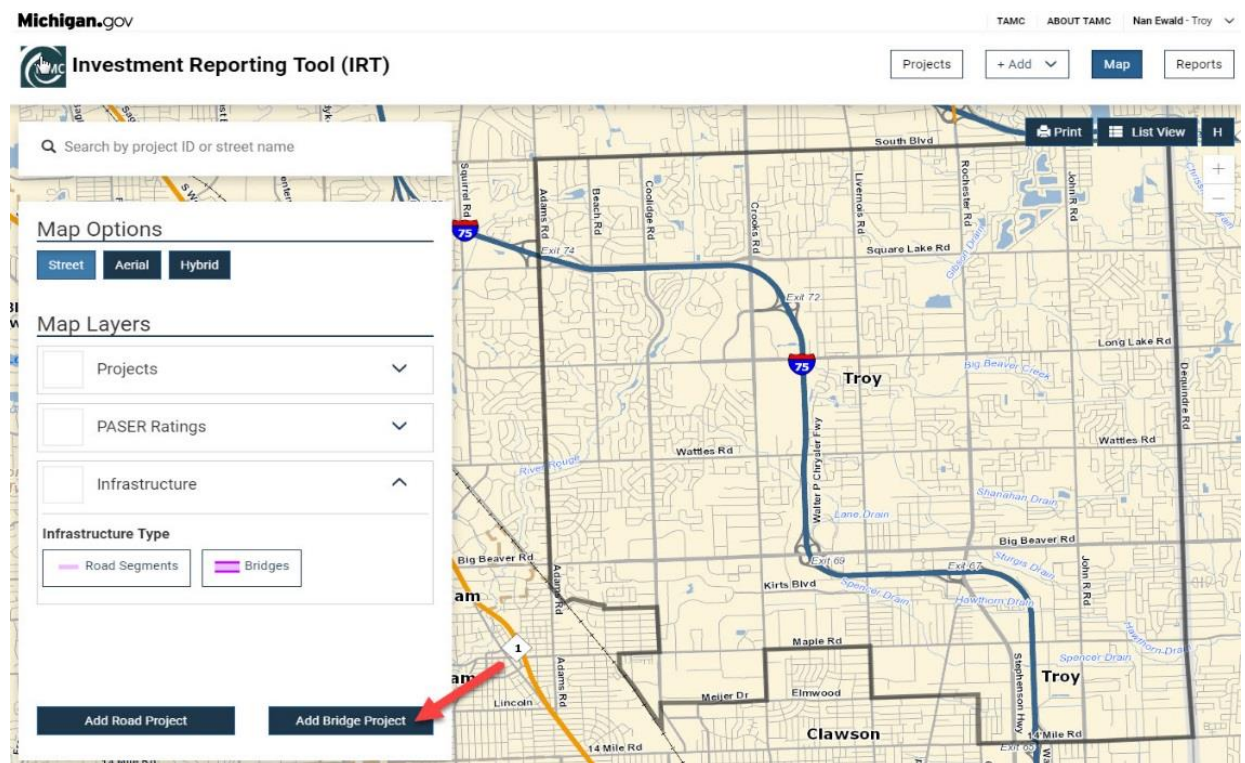
Once you have entered in all the data for the Bridge Project you can click on the **Save Project** button at the bottom of the form. You will get the following messages on your screen when you hit the save project button. Click the OK button on the successfully saved this project window.



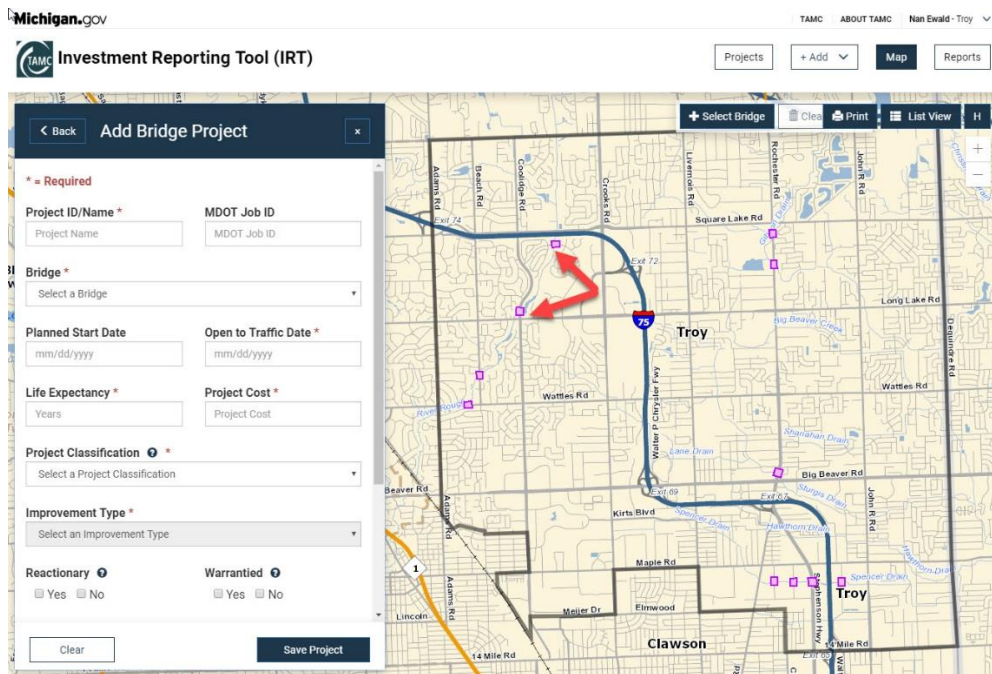
The screenshot displays the Michigan Investment Reporting Tool (IRT) interface. At the top, the Michigan.gov logo and 'Investment Reporting Tool (IRT)' are visible. A success message from 'mloginworkerqa.michigan.gov' states 'Successfully saved this project.' with an 'OK' button. A red arrow points to this 'OK' button. Below the message, the 'Add Bridge Project' form is shown. A red arrow points to the 'Save Project' button at the bottom of the form. The form includes fields for 'Life Expectancy *' (10), 'Project Cost *' (250000), 'Project Classification *' (Capital Preventative Maintenance), 'Improvement Type *' (Deck Patch), 'Reactionary *' (Yes/No), and 'Warrantied *' (Yes/No). There are also 'Comment' and 'Description' text areas. The bottom of the form has 'Clear' and 'Save Project' buttons. The background shows a list of projects with filters for 'Standard Year', 'Classification', and 'Improvement Type', along with buttons for 'Map View', 'Clear Form', 'Export', and '+ Add Project'.

Bridge Treatments can also be added from the Map.

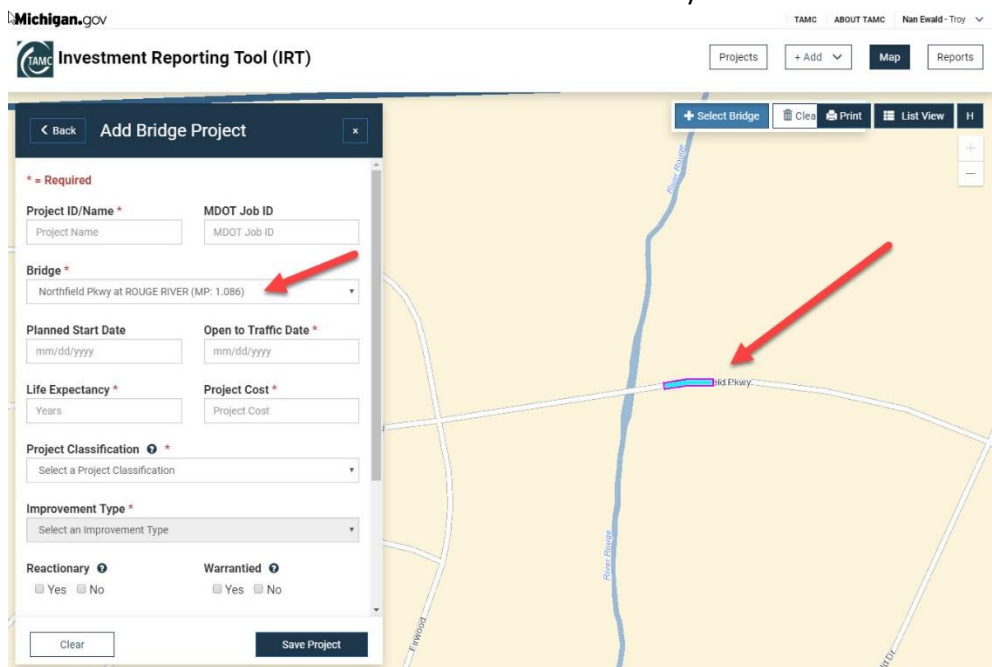
Click on the **Map** button. The screen changes to the Map and the Map Options screen appears to the left of the map. Click on the **Add Bridge Project** button in the lower right corner of the Map Options screen.



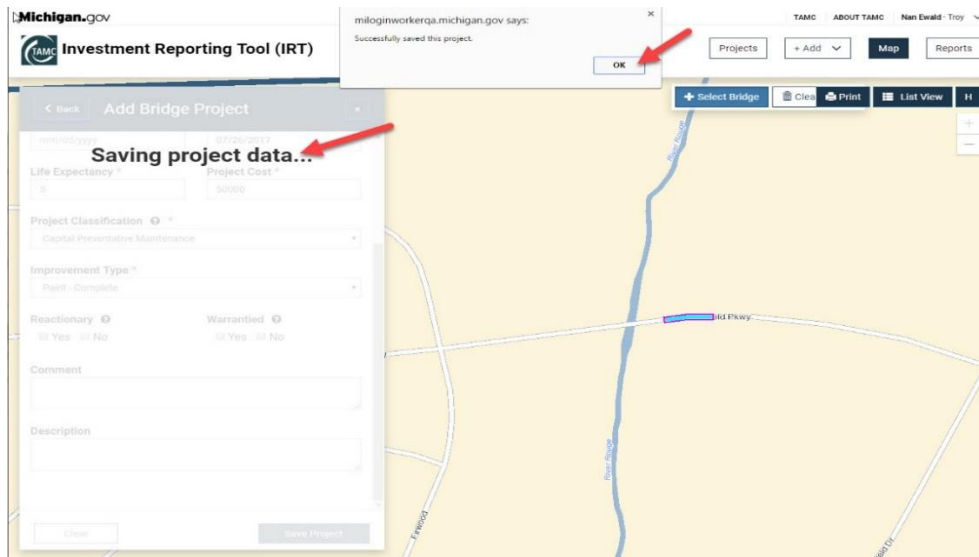
The Bridges will now show on the map.



Click on the **+ Select Bridge** button on the upper right half of the Map page. Once this button is selected, the button will highlight and allow you to select a bridge that shows on the map page. When you select the bridge the map will Zoom into the bridge (If the bridge seems offset from the river this is ok, it is a framework problem that will be corrected), and the Bridge name will now be filled in on the form on the left side of your screen.



Fill in the other six fields with the * **required** fields as shown in the data steps above and click on the **Save Project** button. A Saving Project Data message will appear in the Add Bridge Project Screen and a message will appear stating that you have Successfully saved this Project. Click the OK button.

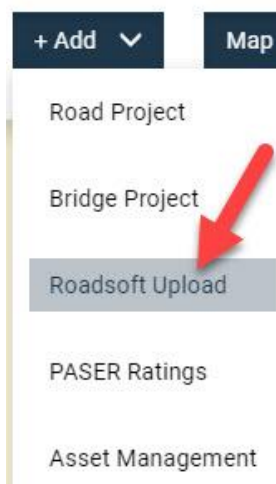


Repeat the process above for additional Bridge Treatment.

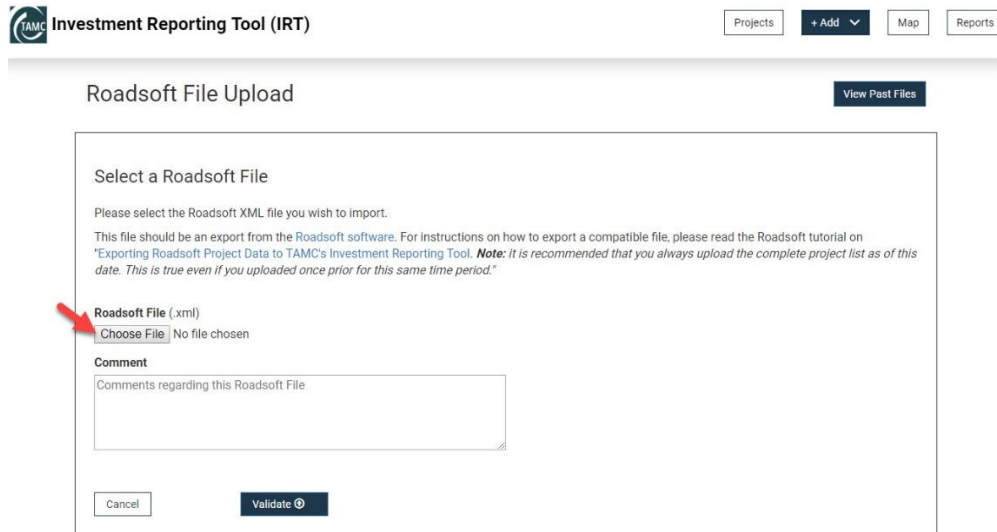
9. Uploading Roadsoft Data

For additional information on Roadsoft click on the following link:
<http://roadsoft.org/sites/roadsoft/files/TutorialFiles/IRT-Upload.pdf>

To do a Roadsoft Upload click the **+ Add** button and a dropdown will appear. Select Roadsoft Upload from the dropdown menu.

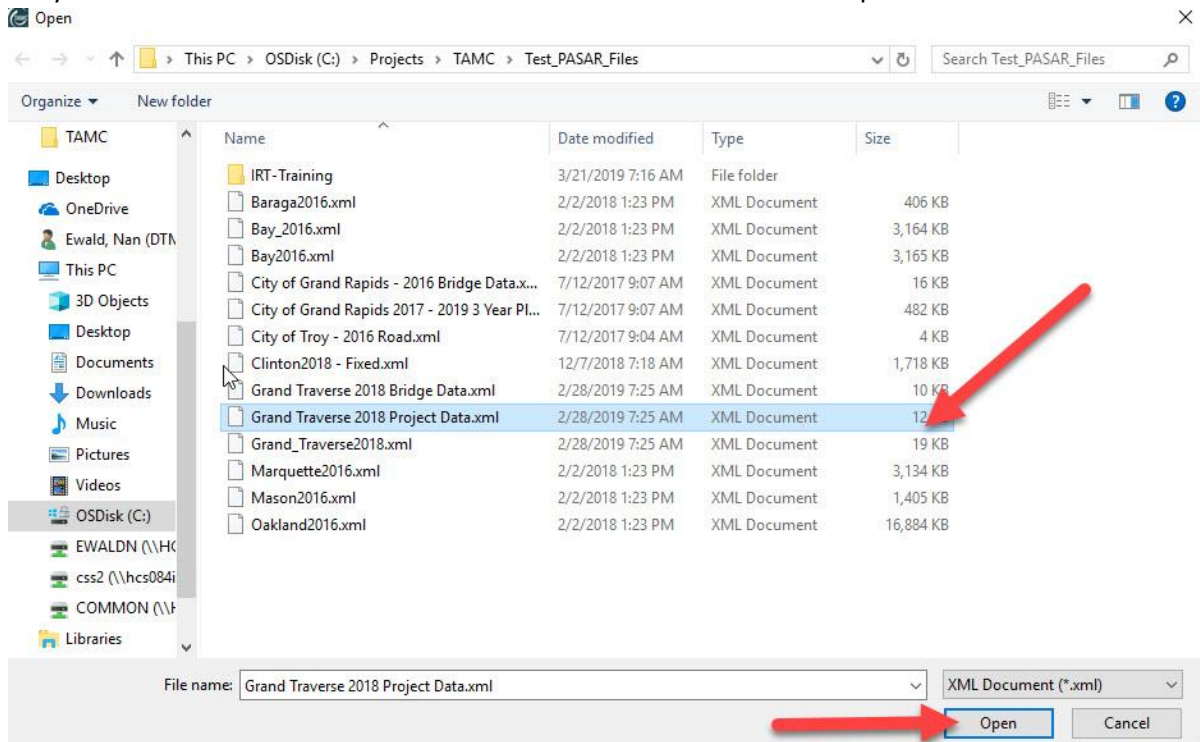


The screen will change to the Roadsoft File Upload Page.



The screenshot shows the 'Investment Reporting Tool (IRT)' interface. At the top, there are navigation buttons: 'Projects', '+ Add', 'Map', and 'Reports'. The main heading is 'Roadsoft File Upload', with a 'View Past Files' button to its right. Below the heading is a section titled 'Select a Roadsoft File'. It contains instructions: 'Please select the Roadsoft XML file you wish to import. This file should be an export from the Roadsoft software. For instructions on how to export a compatible file, please read the Roadsoft tutorial on "Exporting Roadsoft Project Data to TAMC's Investment Reporting Tool. **Note:** It is recommended that you always upload the complete project list as of this date. This is true even if you uploaded once prior for this same time period."' Below the instructions is a 'Roadsoft File (.xml)' section with a 'Choose File' button (highlighted with a red arrow) and a text area for 'Comments regarding this Roadsoft File'. At the bottom of this section are 'Cancel' and 'Validate' buttons.

Click on the Choose File button. This will bring up a window that will allow you to browse to the file you want to select. Click on the file to select and then click on the open button.



The file name will appear next to the Choose File button, then click on the **Validate** Button.

Michigan.gov

TAMC ABOUT TAMC Nan Ewald - City of Lansing

Investment Reporting Tool (IRT)

Projects + Add Map Reports

Roadsoft File Upload

[View Past Files](#)

Select a Roadsoft File

Please select the Roadsoft XML file you wish to import.

This file should be an export from the Roadsoft software. For instructions on how to export a compatible file, please read the Roadsoft tutorial on "Exporting Roadsoft Project Data to TAMC's Investment Reporting Tool. **Note:** It is recommended that you always upload the complete project list as of this date. This is true even if you uploaded once prior for this same time period."

Roadsoft File (.xml)

[Choose File](#) Grand Traverse 2018 Project Data.xml

Comment

Comments regarding this Roadsoft File

[Cancel](#) [Validate](#)

The screen will change with the Uploaded Roadsoft File results. There can be both valid and invalid results. You cannot save the invalid treatments to the TAMC database. You can export them to a CSV file to review and correct before resubmitting. Usually a comment addressing what is invalid is listed under the feedback column on the right. Click on the **Export Invalid Rows to CSV** Button to export the results.

Michigan.gov

TAMC ABOUT TAMC Nan Ewald - Grand Traverse County

Investment Reporting Tool (IRT)

Projects + Add Map Reports

Roadsoft Validation Results

[Invalid \(3\)](#) [Valid \(7\)](#)

Invalid Projects

You have invalid treatments, please review the Feedback and correct as required before submission.

These treatments can not be saved to the TAMC database.

[Export Invalid Rows to CSV](#)

Project ID	Project Date	PR	BMP	EMP	Surface	Treatment	Project Classification	Life Exp.	Num. Lanes	Comment	Feedback
2018-FifeLake-Reconstruction-Pierce	07/30/2018	3281594	0.139	0.647	Asphalt	Reconstruction - 9" base, 3" top	RECON	25	2		Invalid Ownership
2018-WhiteWater-Composite-Sealcoat	08/30/2018	3280083	2.44	3.239	Composite	Sealcoat +	HCPM	7	2		Invalid Ownership
2018-US131-Sealcoat	10/04/2018	993505	5.797	7.015	Asphalt	Sealcoat +	HCPM	12	2		Invalid Ownership

[Back](#) [Cancel](#) [Upload](#)

Valid Results can be uploaded into the TAMC database. Click on the upload button as shown below.

Michigan.gov

TAMC ABOUT TAMC Nan Ewald - Grand Traverse County

Investment Reporting Tool (IRT)

Projects + Add Map Reports

Roadsoft File Upload

View Past Files

Roadsoft Validation Results

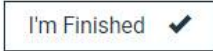
Invalid (1) Valid (3)

Valid Projects

You have treatments that can be loaded into the TAMC database. Click the 'Upload' button to save these treatments.

Structure ID	TreatmentTypeDesc	Life Exp.	Date	Planned	Comment	Feedback
3064	Superstructure Replacement and Widen / Add Lanes	45	07/04/2018	true		
3060	Concrete Overlay - Deep	10	08/01/2019	false		
3057	Paint - Complete	6	09/04/2020	false		

Back Cancel Upload

Once you have uploaded the valid results from Roadsoft if there are projects that have duplicate names or other issues you will be directed to the IRT Project Reconciliation page. This allows you to review and possibly delete any duplicate projects. When this has been completed click the  button.



Roadsoft File Upload

View Past Files

IRT Project Reconciliation

Projects found in IRT but not the upload file.

We found potentially orphaned projects within the IRT. Please review the list below and delete any projects that are no longer valid. Typically, this will occur if you renamed a project in Roadsoft since you first uploaded it to IRT. The goal is to ensure the Roadsoft and IRT project lists are in agreement which will in turn help with ADARS.

Delete?	Project ID	Project Date	PR	BMP	EMP	Surface	Treatment	Project Classification	Life Exp.	Num. Lanes	Comment
<input type="checkbox"/>	2018 - 5 Mile Road - East Bay Twp	05/01/2018	1001102	0	2.158	Asphalt	Crush & Shape & Resurf	RHB	5	2	
<input type="checkbox"/>	2018 - 5 Mile Road - East Bay Twp	05/01/2018	1001102	2.158	2.279	Asphalt	Crush & Shape & Resurf	RHB	5	2	
<input type="checkbox"/>	2018 - Peninsula Dr - Peninsula Twp	06/01/2018	994908	0.902	4.484	Seal Coat	Ultra-Thin Bituminous Overlay (< 20mm)	HCPM	5	2	
<input type="checkbox"/>	2018 - Peninsula Drive - Peninsula Twp	05/01/2018	993906	8.815	10.373	Asphalt	Ultra-Thin Bituminous Overlay (< 20mm)	HCPM	5	2	
<input type="checkbox"/>	2018 - Seven Hill Road - Peninsula Twp	06/01/2018	994908	0	0.902	Asphalt	Single Course Chip Seal	HCPM	5	2	
<input type="checkbox"/>	2018-CPM1 - Church Rd - Long Lake Twp	06/01/2018	998709	0	0.918	Asphalt	Single Course Chip Seal	HCPM	5	2	
<input type="checkbox"/>	2018-CPM2 - Tilton Rd - Long Lake Twp	06/01/2018	995606	0	0.976	Asphalt	Single Course Chip Seal	HCPM	5	2	
<input type="checkbox"/>	2018-CPM3 - Goodrick Rd - Long Lake Twp	06/01/2018	999006	0	0.944	Asphalt	Single Course Chip Seal	HCPM	5	2	

Back

Cancel

Delete ✕

I'm Finished ✓



Roger Belknap
TAMC Coordinator
517-335-4580
belknap@michigan.gov

TAMC Help Desk
517-879-7910

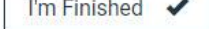
Michigan.gov

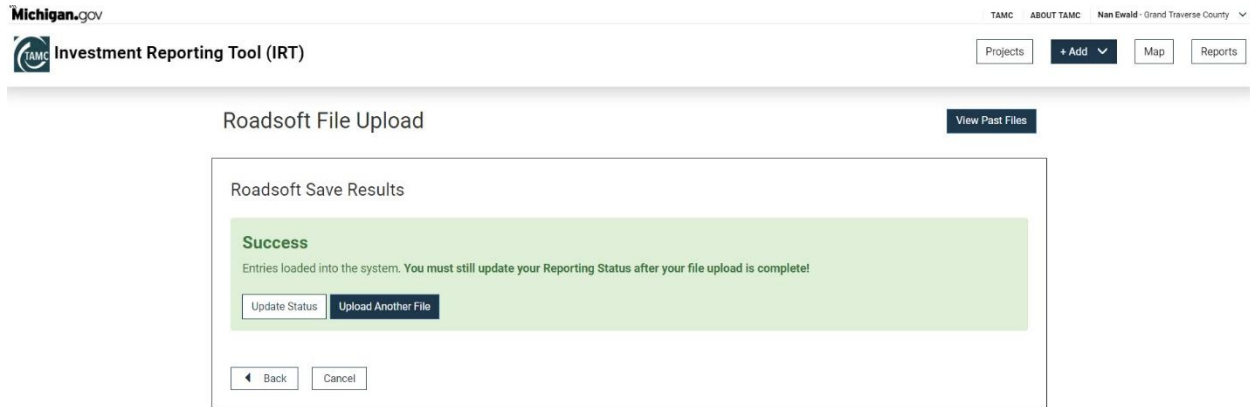
Feedback

NTFA Submit Tool

Policies

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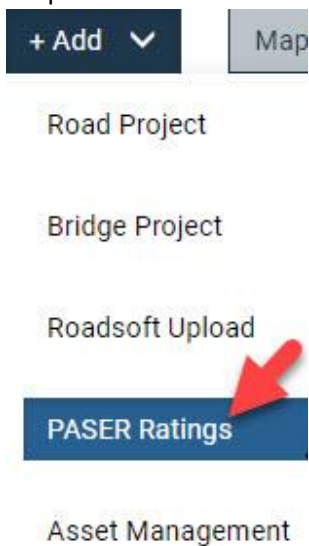
After you have clicked the  button you should see a success message. With buttons to click that allow you to Upload Another File or Update Status.



10. Uploading PASER Data

***Note: A document explaining the PASER Upload process is available on the TAMC web site, <https://www.michigan.gov/tamc/> under the Support Tab, in the PASER section, under PASER Data Collection, PASER Data Upload Process.**

Click on the **+ Add** button and a dropdown will appear. Select PASER Ratings from the dropdown menu.



The screen will change to the PASER File Upload page. Click on the Please Select a Region button, and Select your Region, then click on the Choose File Button.

Michigan.gov

Investment Reporting Tool (IRT)

TAMC ABOUT TAMC Non Ewald - City of Grand Rapids

Projects + Add Map Reports

PASER File Upload

[Review PASER Import](#) [View Past Files](#)

Select PASER Files

Please select the PASER files you wish to upload. Both the PASER XML Ratings file and the GPS Log file are required.
This file should be an export from the Roadsoft software. For instructions on how to export a compatible file, please visit the Roadsoft Manual.

*= Required

* Region
Please select a Region

*PASER Ratings File (.xml)
Choose File | No file chosen

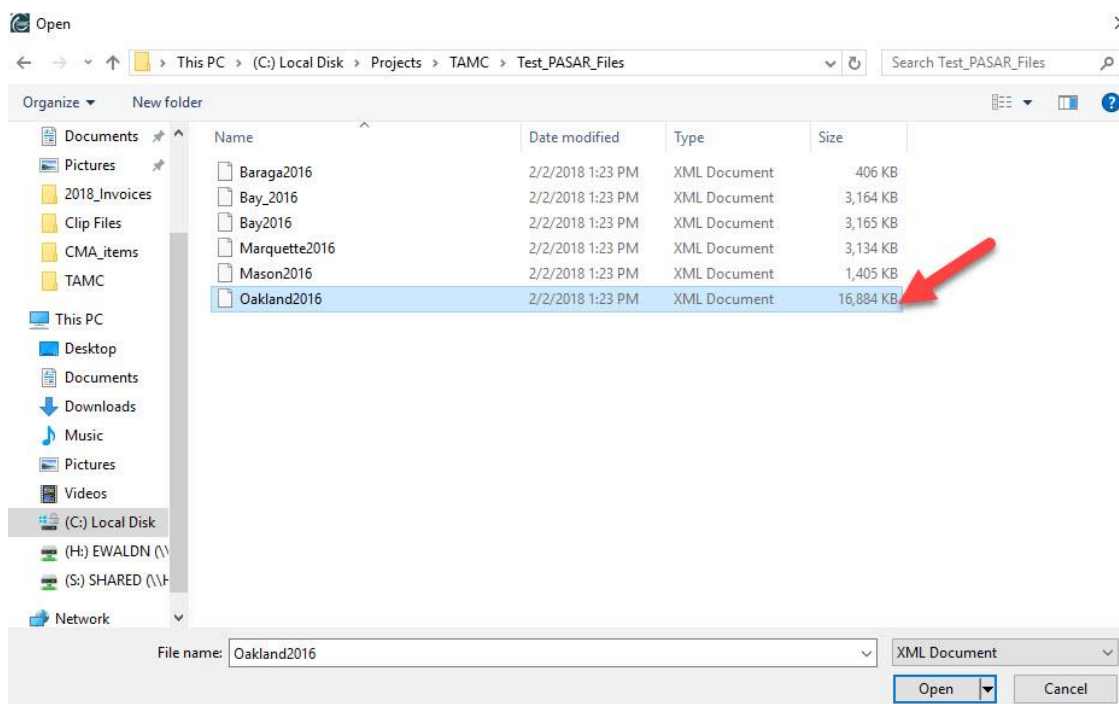
Rating File Comment
Comments regarding this PASER Ratings File

*GPS Log File (.zip)
Choose File | No file chosen

GPS Log Comment
Comments regarding this PASER GPS Log File

Cancel Validate

This will bring up a window that will allow you to browse to the file you want to select. Click on the file to select and then click on the open button.



The file name will appear next to the Choose File button. Also, click on the GPS Log File Choose File Button and select a zip file, then click on the **Validate** Button.

Michigan.gov TAMC ABOUT TAMC Nan Ewald - City of Grand Rapids

Investment Reporting Tool (IRT) Projects + Add Map Reports

PASER File Upload

[Review PASER Import](#) [View Past Files](#)

Select PASER Files

Please select the PASER files you wish to upload. Both the PASER XML Ratings file and the GPS Log file are required.
This file should be an export from the [Roadsoft software](#). For instructions on how to export a compatible file, please visit the [Roadsoft Manual](#).

***= Required**

*** Region**
SEMCOG

***PASER Ratings File (.xml)**
Choose File Oakland2016.xml

Rating File Comment
Comments regarding this PASER Ratings File

***GPS Log File (.zip)**
Choose File No file chosen

GPS Log Comment
Comments regarding this PASER GPS Log File

Cancel **Validate**

A PASER XML Validation Results Screen will appear showing you PASER Ratings. There can be both Valid and Invalid Results.



PASER File Upload

Review PASER Import

View Past Files

PASER XML Validation Results

Invalid (15834)

Valid (7646)

Valid PASER Ratings

You have PASER ratings that can be loaded into the TAMC database.

Click the 'Upload' button to save these ratings.

ID	Date	PR	BMP	EMP	PR Name	From Desc	To Desc	Rating	Num Lanes	Surface Type	Local Crew	Errors
239994	06/06/2016	607408	6.003	6.06	W 13 Mile Rd	Greenfield Rd	Brentwood	4	2	Asphalt	Mike McBain, Mark Jones, Rod Jackson	
239995	06/06/2016	607408	6.06	6.115	W 13 Mile Rd	Brentwood	Marshall	4	2	Asphalt	Mike McBain, Mark Jones, Rod Jackson	
239996	06/06/2016	607408	6.115	6.171	W 13 Mile Rd	Marshall	Fairfax	5	2	Asphalt	Mike McBain, Mark Jones, Rod Jackson	
239997	06/06/2016	607408	6.171	6.224	W 13 Mile Rd	Fairfax	Everett	5	3	Asphalt	Mike McBain, Mark Jones, Rod Jackson	
239998	06/06/2016	607408	6.224	6.296	W 13 Mile Rd	Everett	Fairview Cres	5	3	Asphalt	Mike McBain, Mark Jones, Rod Jackson	
240016	06/06/2016	607408	7.593	7.838	W 13 Mile Rd	Eldridge Ln	Woodgate Dr	4	2	Asphalt	Mike McBain, Mark Jones, Rod Jackson	
240017	06/06/2016	607408	7.838	7.988	W 13 Mile Rd	Woodgate Dr	Evergreen Rd	4	3	Asphalt	Mike McBain, Mark Jones, Rod Jackson	

Currently displaying 20 rows out of 7646.

Show 20 more rows

◀ Back

Cancel

Upload ▶



Once you have reviewed the results click on the Upload Button to upload the PASER data. The screen will change, and a message will appear on the page that the File Uploaded and a button to Upload another File.

Michigan.gov

TAMCABOUT TAMCNan Ewald - City of Grand Rapids

TAMC

Investment Reporting Tool (IRT)

ProjectsAddMapReports

PASER File Upload

Review PASER ImportView Past Files

PASER Upload Results

File Uploaded

Entries have been uploaded to the system. The system will now process these entries.
Please note: the processing of these entries may take upwards of 10 minutes. While the file has been uploaded, it's possible that there may still be issue with entries within the file. It is recommended that you review the status of the upload at a later date to ensure everything imported correctly. You will be sent an email update after processing has completed.

Click here to view the File Status Page for this file

BackCancel

Both the Back Button and the Cancel Button shown above will take you back to the PASER File Upload Page. The **Click here to view the File Status Page for this file** will take you to the following page where you can view the status of the file you uploaded.

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TAMCABOUT TAMCNan Ewald - City of Grand Rapids

TAMC

Investment Reporting Tool (IRT)

ProjectsAddMapReports

PASER File Upload

Review PASER ImportUpload FileView Past Files

File Status

Download File

File Details

Filename	Comments
Baraga2016.xml	<No comments provided>
Uploaded By	Create Date
ewaldn	04/19/2018
Current Status	Is Valid
Error processing file check log	Yes

Processing Status Information

Error Logs:

- No updates, incoming record ratings are the same or older than existing data

Validation Results

The **View Past Files** button will take you to a new page that allows you to download previously downloaded files again.

Michigan.gov

TAMC ABOUT TAMC Nan Ewald - City of Grand Rapids

Investment Reporting Tool (IRT)

Projects + Add Map Reports

PASER File Upload

Review PASER Import Upload File

Past Files

Download All Download All (all Jurisdictions)

Filename	Upload Date	User	Actions
GPS_Log-ZIP.zip	04/17/2018	ewaldn	Options
Mason2016.xml	04/17/2018	ewaldn	Options
GPS_Log-ZIP.zip	04/17/2018	ewaldn	Options
Oakland2016.xml	04/17/2018	ewaldn	Options
GPS_Log-ZIP.zip	04/13/2018	ewaldn	Options
Mason2016.xml	04/13/2018	ewaldn	Options
GPS_Log-ZIP.zip	04/13/2018	ewaldn	Options
Oakland2016.xml	04/13/2018	ewaldn	Options
EMPTY-ZIP.zip	04/05/2018	crickc	Options
Genesee2017 - last two rows.xml	04/05/2018	crickc	Options
EMPTY-ZIP.zip	04/05/2018	crickc	Options
Genesee2017 - first two rows.xml	04/05/2018	crickc	Options
EMPTY-ZIP.zip	04/05/2018	crickc	Options
Testing XML attributes.xml	04/05/2018	crickc	Options

In the upper right corner there is a **Upload File** button that will take you back to the original PASER File Upload Page. The **Review PASER Import** takes you to a new page where you can view your PASER Ratings on a Map. You can look at the whole state or just your Jurisdiction.

Michigan.gov

TAMC ABOUT TAMC Nan Ewald - City of Grand Rapids

Investment Reporting Tool (IRT)

Projects + Add Map Reports

PASER Import Review

Upload File View Past Files

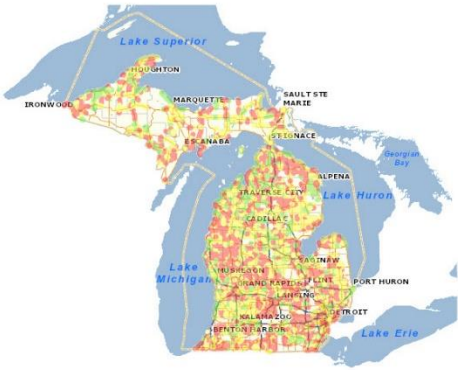
PASER Rating Import Review

Please use the tools below to review a summary of imported PASER Rating data.

View PASER Ratings View Percentage of Roads Rated by Jurisdiction

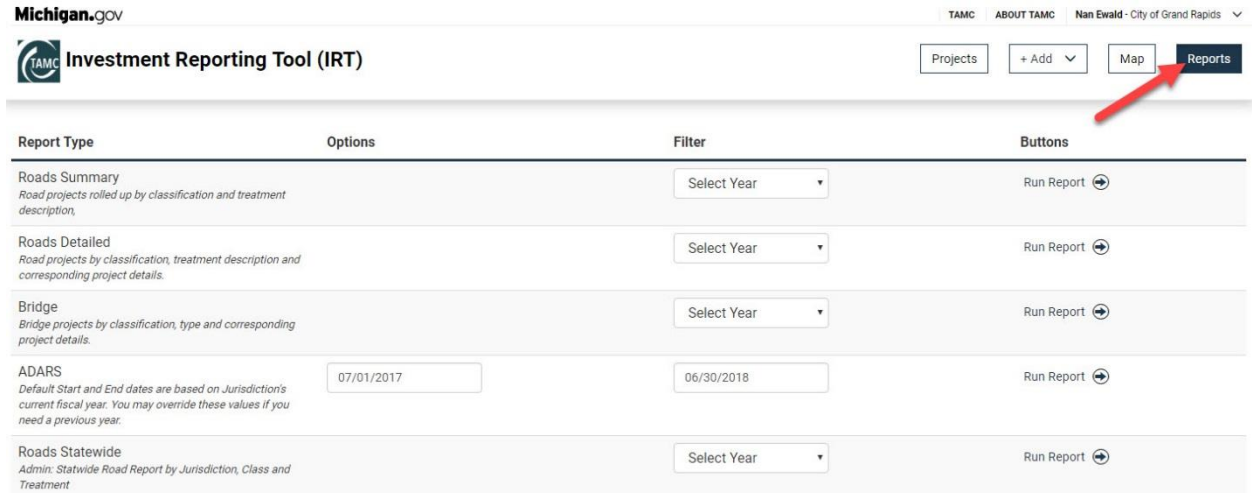
+

-



11. Reports

To run Reports from the new IRT, you will need to click on the **Reports** button in the upper right corner. **Please note that the Reports are by calendar year** (in the future the reports will be available by fiscal year). The page will change to the Report Page.



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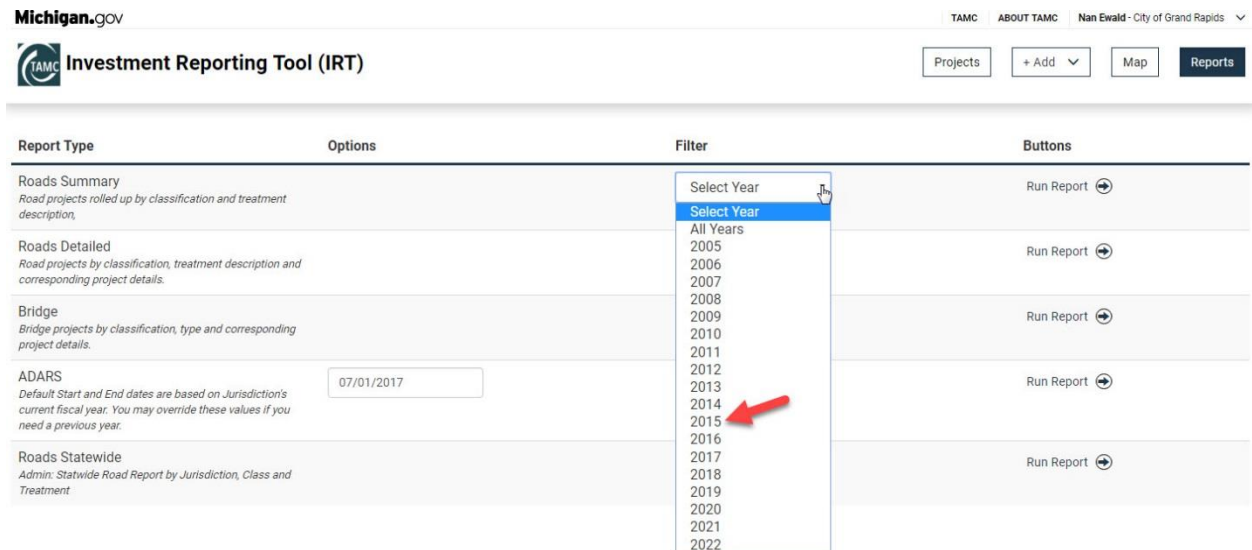
Investment Reporting Tool (IRT)

Projects + Add Map **Reports**

Report Type	Options	Filter	Buttons
Roads Summary <i>Road projects rolled up by classification and treatment description.</i>		Select Year	Run Report
Roads Detailed <i>Road projects by classification, treatment description and corresponding project details.</i>		Select Year	Run Report
Bridge <i>Bridge projects by classification, type and corresponding project details.</i>		Select Year	Run Report
ADARS <i>Default Start and End dates are based on Jurisdiction's current fiscal year. You may override these values if you need a previous year.</i>	07/01/2017	06/30/2018	Run Report
Roads Statewide <i>Admin: Statwide Road Report by Jurisdiction, Class and Treatment</i>		Select Year	Run Report

You will notice that you have the option to run 5 different Types of Reports. There is a filter button allowing you to select a year or select All Years, from the dropdown when you click on

Select Year button for each of the different Types of Reports.



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Investment Reporting Tool (IRT)

Projects + Add Map Reports

Report Type	Options	Filter	Buttons
Roads Summary <i>Road projects rolled up by classification and treatment description.</i>		Select Year Select Year All Years 2005 2006 2007 2008 2009 2010 2011 2012 2013 2014 2015 2016 2017 2018 2019 2020 2021 2022	Run Report
Roads Detailed <i>Road projects by classification, treatment description and corresponding project details.</i>			Run Report
Bridge <i>Bridge projects by classification, type and corresponding project details.</i>			Run Report
ADARS <i>Default Start and End dates are based on Jurisdiction's current fiscal year. You may override these values if you need a previous year.</i>	07/01/2017		Run Report
Roads Statewide <i>Admin: Statwide Road Report by Jurisdiction, Class and Treatment</i>			Run Report

When you have selected your year from the dropdown menu, you can click on the button.






Run Report 

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Investment Reporting Tool (IRT)

Projects + Add Map Reports

Report Type	Options	Filter	Buttons
Roads Summary <i>Road projects rolled up by classification and treatment description.</i>		Select Year	Run Report 
Roads Detailed <i>Road projects by classification, treatment description and corresponding project details.</i>		Select Year	Run Report 
Bridge <i>Bridge projects by classification, type and corresponding project details.</i>		Select Year	Run Report 
ADARS <i>Default Start and End dates are based on Jurisdiction's current fiscal year. You may override these values if you need a previous year.</i>	07/01/2017	06/30/2018	Run Report 
Roads Statewide <i>Admin: Statewide Road Report by Jurisdiction, Class and Treatment</i>		Select Year	Run Report 

A report will be generated for whatever Option you have selected. Reports will vary in size by Type selected and year but will look similar to the following. It is a Roads Summary Report.

1 of 1 Find | Next

Transportation Asset Management Council **Summary Road Report** **City of Grand Rapids 2015**

Class and Treatment	Length (mi)
Heavy CPM	26.210
Bituminous Overlay (< 40mm)	26.210
Light CPM	39.423
Bituminous Crack Treatment	15.831
Cncr Jnts Reseal	0.166
Fog Seal	23.426
Reconstruction	6.893
Bituminous Reconstruction	6.540
Concrete Reconstruction	0.212
Recnst Exist, No Widen	0.141
Rehabilitation	17.270
Multiple Course HMA Overlay on Concrete	0.383
Multiple Course HMA Overlay on Flexible Pavement	16.277
Resurf, Mill & Pulver	0.610
Total	89.796

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The same type of Reports can be generated for Road Summary, Roads Detailed, Bridge, ADARS, Roads Statewide, and Roads-Statewide-Class by following the steps above.

12. ADARS

At this point you have completed your use of the IRT tool to enter Road and Bridge Projects, and to Update your Status and answer the Asset Management Plan question(s). To complete the compliance, process a person in your agency must use the MDOT ADARS program to report your costs for your current fiscal year Road Projects. **Bridge Projects Do Not Need to be Reported in ADARS.** This is the person who does the Act 51 reporting for your agency. The Projects that you entered in the IRT should automatically port over to the ADARS system.

Note: The ADARS report in the IRT will mirror what should appear under the Asset management page in the ADARS system once an ADARS user visits that page.

CreateAssetManagement - Internet Explorer

MDOT Department of Transportation

Michigan.gov Home | [ADARS Home](#) | [Contacts](#) | [FAQs](#) | [Help](#)

Notices | [Report Status](#) | [Report Contact](#) | [Verify/Submit Report](#) | [Change Agency FY](#) | [Approve/Reject Report](#)

Capacity Improvements | Township Mileage | Township Expenditures | **Asset Management**

ASSET MANAGEMENT

☐ No Data/Project Exist for the Reporting Period

The Total Project Cost is required for work completed to open the road to traffic during the fiscal year.

Improvement Type: This will be the most significant for the project (i.e. multiple improvement types).

This page must be completed for fiscal years ending after September 30, 2014.

For more information about the Asset Management page please [click here](#).

Improvement Type	Project ID	Total Project Cost	Date Open To Traffic	Pavement Type
Single Course Chip Seal	474 056 380299 265	\$9,509.19	11/02/2016	Asphalt
Single Course Chip Seal	474 056 380300 266	\$11,580.69	11/02/2016	Asphalt
Single Course Chip Seal	474 056 380300 276	\$11,580.69	11/02/2016	Asphalt
Single Course Chip Seal	474 062 380305 267	\$34,231.84	11/02/2016	Asphalt
Single Course Chip Seal	474 062 380306 158	\$7,637.49	11/02/2016	Asphalt
Single Course Chip Seal	474 064 380318 203	\$33,934.75	11/02/2016	Asphalt
Single Course Chip Seal	474 066 380303 255	\$35,436.48	11/02/2016	Asphalt
Single Course Chip Seal	474 066 380303 256	\$35,436.48	11/02/2016	Asphalt

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Image of the Asset Management page within ADARS (Act 51 Distribution and Reporting System)

The only field that an ADARS user can update is the cost field. Again, only the current Fiscal year Road projects appear in ADARS (no bridges or future projects). The IRT does offer areas to enter costs but these also need to be entered into ADARS to meet your Act 51 compliance. If you had no road projects during the fiscal year there is a checkbox in the upper left corner of the page that can be used to indicate that.

If you have any issues in seeing information in ADARS please reach out to the TAMC help desk 517-335-3741 as a starting point. They may also have to direct you to the Act 51 ADARS team depending on what the issue might be.